

Program Authorization for: The Civil Engineer Corps (CEC) Collegiate Program for active duty in the Staff Corps of the Naval Reserve leading to officer candidate training and appointment as an Ensign, Civil Engineer Corps, U.S. Naval Reserve with further training at the Civil Engineer Corps Officers School (CECOS). OPNAV-N131K is the community manager.

I. Program Authority: 10 USC 12102, 12103, 12201, 12203, and 12209.

II. Quota

As determined by the Deputy Chief of Naval Operations (Manpower and Personnel).

III. Qualifications

A. **Citizenship:** Applicants must be citizens of the United States.

B. **Gender:** Open to men and women.

C. **Age:** At least 19 and less than 35 at time of commissioning.

D. **Education**

1. Candidates must fall within one of the following four categories:

a. Graduates - Have completed the requirements for a Baccalaureate Degree in either (1) an engineering degree program accredited by the Accreditation Board for Engineering and Technology (ABET) or, (2) an architecture degree program accredited by the National Architectural Accrediting Board (NAAB); or have completed the requirements for a Master's Degree in either (1) an engineering degree program accredited by ABET or (2) an architecture degree program accredited by NAAB.

b. Collegiates - Be in pursuit, currently enrolled and within three semesters or four quarters (not including summer), of the requirements for a first degree in either (1) an engineering program accredited by ABET or (2) an architecture program accredited by NAAB. Candidates who require more than four years in a four year curriculum, or more than five years in a five year curriculum, shall be screened on a case basis by the Deputy Chief of Naval Operations (OPNAV-N131K) in order to be eligible to enlist for active duty before graduation.

c. Exceptional Students - Be currently enrolled in college (if during a regular academic year), and within 18-24 months of graduation (including a final summer) whose major is in either (1) an engineering program accredited by ABET or (2) an architecture degree accredited by NAAB with a grade point average of 3.0 or better and a "B" or better in all technical/science courses. Exceptions to this criteria will be considered on an individual basis by Commander, Navy Recruiting Command with concurrence of the Deputy Chief of Naval Operations (OPNAV-N131K). Candidates covered under this paragraph will not be solicited on campuses having an NROTC unit until the NROTC two-year scholarship selection board results are completed each spring. Applicants not selected under this paragraph may reapply under paragraphs III.D.1.a or III.D.1.b, following the completion of at least one additional academic term (i.e. one semester or one quarter). Candidates will not be permitted to enter into exchange programs without specific permission of the Deputy Chief of Naval Operations (OPNAV-N131K).

d. Post-Graduates - Be within six months of completing a Baccalaureate Degree and have been accepted into an ABET or NAAB accredited postgraduate degree program. The Post-Graduate Student will be allowed 12 months (not including a final summer) to complete a Master's Degree in either (1) an engineering program accredited by ABET or (2) an architecture program accredited by NAAB.

2. Preferred engineering degrees are civil, mechanical, and electrical. Other ABET accredited engineering degrees will be considered on a case by case basis by the Deputy Chief of Naval Operations (OPNAV-N131K). Engineering technology bachelor degrees will not be considered unless the individual is already professionally registered.

3. Candidates will have each additional semester's, quarter's, or term's work reviewed and then be advised of their status. Candidates in categories b, c, or d above may be disenrolled by CNRC with concurrence of Deputy Chief of Naval Operations (OPNAV-N131K) if they fail to maintain adequate academic performance. Candidates will not be permitted to increase their projected time in college, cease attending classes, change majors, enter an exchange program or transfer schools without specific permission of the Deputy Chief of Naval Operations (OPNAV-N131K). Failure to obtain permission may result in disenrollment. Upon successful completion of their degree program, candidates will be ordered to the first available Officer Candidate School (OCS) class.

**E. Physical:** In accordance with the manual of the Medical Department, Chapter 15.

F. **Marital status:** No restrictions.

IV. Source

A. Civilian men and women who have not previously served in an active duty commissioned status in any of the United States armed forces. (Former United States Naval Academy midshipmen and former ROTC members of either the scholarship or college programs who have received pay entitlements, subsistence allowance, tuition or fees under the provisions of those programs are eligible but may not be placed on active duty until graduation from college).

B. Enlisted personnel of the regular Navy and the Naval Reserve (active or inactive).

C. Enlisted personnel of other branches of the armed services (active or inactive) with a conditional release from their respective service.

**Note:** A conditional release is required for Army and Air Force ROTC members who are under contract. Conditional releases are not required for ROTC members not under contract, nor members of the Marine Platoon Leaders Class.

V. Indoctrination

Thirteen weeks at Officer Candidate School, Pensacola, Florida; then 12 weeks at Civil Engineer Corps Basic Course at CECOS, Port Hueneme, California.

VI. Enlistment

A. Upon acceptance, civilian candidates may choose one of four options; it is expected that those enlisting in the Collegiate Program will choose option 1, unless restricted by paragraph IV.A above:

1. CEC Collegiates, Exceptional Students, and Post-Graduates - Enlist and be placed in an active duty status as an OCSN (E-3) in the Naval Reserve (applies to candidates in educational categories b, c, and d in paragraph III.D.1 above).

2. Enlist as an E-3 and be placed in the inactive Naval Reserve if so designated as inactive prior to acceptance.

3. Graduates - Enlist and be placed in an active duty status as an E-5 in the Naval Reserve until completion of OCS when he/she will be commissioned.

4. Per prior approval from Deputy Chief of Naval Operations (OPNAV-N131K), take no action with regard to enlistment but reserve the right to choose option 1, 2, or 3 above at a later date.

B. Options 1, 2, or 3 will normally be exercised within 30 days following receipt of notification of selection by Navy Recruiting Command. If additional course work is completed subsequent to selection and prior to enlistment under any option, transcripts must be submitted for evaluation and confirmation of the enlistment offer.

C. Candidates who exercise enlistment options 1 and 3 will be ordered to the Navy Recruiting District nearest their college and/or location for administrative purposes while they complete their college work or await OCS. Upon graduation, candidates who have been enlisted and placed on active duty under option 1 will be advanced to E-5.

D. Active duty members of any service and inactive Naval Reserve enlisted selectees for the CEC program will be brought on active duty in their present paygrade, unless below paygrade E-3 in which case they will be automatically advanced to E-3 (or advanced to E-5 if below paygrade E-5 under option 3). Inactive personnel from another service must be released from that service and be enlisted as an OCSN (E-3) (or OCPO2 (E-5) under option 3) and placed on active duty.

E. Inactive Naval Reserve enlisted selectees and inactive personnel from another service who are brought on active duty as an E-3 more than one year prior to graduation will be advanced to paygrade E-4 one year after being brought on active duty; such candidates who are meritoriously promoted (per paragraph VI.G below) will be advanced to paygrade E-5 one year after being placed in an active duty status.

F. Any candidate who is enlisted under option 1, may upon referring another potential candidate to recruiters which results in an accession to any similar Navy Collegiate program, be advanced one paygrade (i.e., E-3 to E-4) to a maximum paygrade of E-5.

G. Any candidates who choose option 1 more than one year prior to graduation may be advanced to paygrade E-4 one year after being placed in an active duty status as OCSN (E-3), providing that they meet the academic requirements of paragraph III.D.1.c.

VII. Appointment

Candidates will be commissioned an Ensign, Civil Engineer Corps, U. S. Naval Reserve, designator 5105, upon graduation from OCS.

VIII. Active Duty Obligation

A. Four years from date of commissioning. The balance of service, sufficient to complete eight years total, may be served in a Ready Reserve status.

B. Candidates enlisted under option 2 who are disenrolled from the CEC Collegiate Program prior to commissioning will be discharged by the Commander, Navy Recruiting Command. The disposition of candidates enlisted under options 1 and 3 who are disenrolled from the CEC program prior to commissioning for any reason other than physical, will be under paragraph 1, 2, or 3 below, as determined by Commander, Navy Recruiting Command and:

1. Be commissioned as an Ensign, U. S. Naval Reserve upon graduation from OCS with a designator which is dependent upon the individual's desires and the needs of the Navy, and upon appointment, will serve four years active duty from the date of commissioning. Should an applicant fail to complete OCS for any other reason than physical, paragraph VIII.B.2 or 3 applies.

2. Serve two years active duty in an enlisted status:

a. Civilian applicants and inactive personnel from another service who were advanced to paygrade E-4 or E-5 will be administratively reduced to paygrade E-3 as an undesignated airman, seaman, fireman and will be ordered to Navy recruit training. The two year active duty obligation commences on the date of orders. No specialized Navy schooling will be authorized following basic training unless the individual agrees to extend his/her active duty obligation to meet the service obligation requirements of the training program requested.

b. Inactive Naval Reserve candidates who were placed on active duty at paygrade E-3, E-4, or E-5 per paragraph VI.D will be administratively reduced to the paygrade they held prior to entering the CEC Program and an availability report will be initiated. The two-year active duty obligation commences on the date of availability report.

3. Be discharged. The type of discharge and reenlistment code will be directed by the Deputy Chief of Naval Operations (OPNAV-N131K).

C. Personnel who are enlisted and serving in an active duty status who are disenrolled from the CEC Collegiate Program by reason of physical disqualification:

1. If not physically qualified for commissioning but physically qualified for enlistment, the candidate may be made available for Navy recruit training or discharged as desired by OPNAV-N131K. If the candidate desires enlisted service, has not attended Navy recruit training, and is at a paygrade above E-3, the candidate will be administratively reduced to paygrade E-3 prior to transfer to Navy recruit training. The two year active duty obligation commences on the date of orders. No specialized Navy schooling will be authorized following basic training unless the individual agrees to extend his/her active duty obligation to meet the service obligation requirements of the training program requested.

2. If not physically qualified for commissioning or enlistment the candidate will be discharged.

#### IX. Pay and Allowances

Candidates selected, enlisted, and placed in an active duty status under this program authorization are entitled to full pay and allowances (with the exception of a clothing maintenance allowance) upon being placed in an active duty status. Candidates selected and enlisted under this program authorization, but not placed in an active duty status, may be enlisted on active duty and receive full pay and allowances (except clothing maintenance allowance) upon graduation from college.

Approved: \_\_\_\_\_

W. L. PUTNAM

Director, Military Personnel Plans  
and Policy Division (N13)

Disapproved: \_\_\_\_\_

W. L. PUTNAM

Director, Military Personnel Plans  
and Policy Division (N13)

JUN 30 1999

Date: \_\_\_\_\_



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
WASHINGTON, DC 20350-2000

IN REPLY REFER TO

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SerN131D/9U577099  
JUL 6 1999

MEMORANDUM FOR COMMANDER NAVY RECRUITING COMMAND (Code 30)

Subj: PROGRAM AUTHORIZATION (PA) 104A REVISION

Encl: (1) PA 104A revised Jun 99

1. This memorandum provides revisions to Program Authorization (PA) 104A, which delineates the minimum requirements for the Civil Engineer Corps (CEC) Collegiate Program. Enclosure (1) is the revised PA.

2. The following changes have been made to PA 104A:

(a) Collegiate candidates will be within three semesters or four quarters of graduation vice 12 months.

(b) Exceptional Students will be within 18-24 months of graduation vice 24 months. The minimum GPA for an Exceptional Student shall be 3.0 vice 3.3.

(c) Post-Graduates will be defined as students within 6 months of completing a Baccalaureate Degree and have been accepted into an accredited Master's Degree program that can be completed within 12 months. Current guidance defines Post-Graduates as students pursuing a Master's Degree and who will graduate within 12 months.

3. If there are any questions regarding this revision, please contact the Civil Engineer Corps Officer Community Manager, CAPT J. E. Surash (N131K) (901) 874-4032 or DSN 882-4032 or LT John Kliem (N131K1) (901) 874-4034 or DSN 882-4034.

J. L. Willson  
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